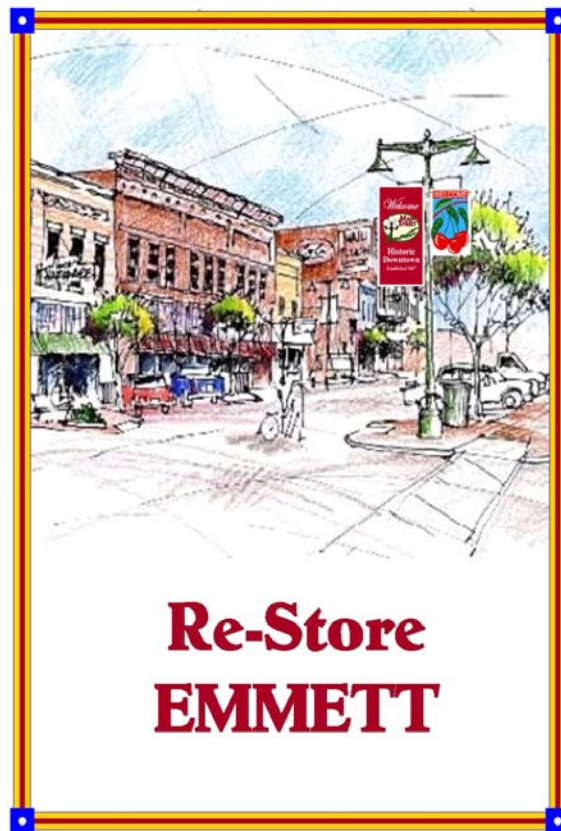


**Application
for a
DOWNTOWN REVITALIZATION**

Idaho Community Development Block Grant

**By the
City of Emmett**



November 20, 2009
William Butticci
Mayor

Prepared by:

Shawn Charters Consulting 139 S. Commercial Avenue, Emmett, ID 83617 (208) 741-1113

OFFICIAL LETTERHEAD

November 16, 2009

Donald A. Dietrich, Director
Idaho Commerce and Labor
P. O. Box 83720
Boise, ID 83720-0093

Dear Mr. Dietrich:

The City of Emmett respectfully submits this application for an Idaho Community Development Block Grant. The City and the Gem County Revitalization Committee has worked diligently for nearly three years on revitalization efforts for our downtown core.

The Community has committed over \$1,541,199 in matching funds and in-kind donations to help revitalize their Downtown which has been designated to contain areas of Slum and Blight. In addition to the direct match, Individual Businesses have contributed over \$462,000 in private funds to beautify and renovate their buildings in the area.

We are very excited about the improving our downtown core and creating a beautiful, safe and thriving environment for new and existing businesses and visitors. We appreciate your concern and attention to our grant request and look forward to answering any questions you might have.

Sincerely,

William Butticci
Mayor

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IV. ICDBG Application Information Form

Applicant: City of Emmett Chief Elected Official: William Butticci
Address: 501 E. Main Street, Emmett, ID 83617 Phone: 365-6050

Sub recipient (if applicable): NA Chief Elected Official: _____
Address: _____ Phone: _____

Application Prepared by Shawn Charters Phone: 741-1113
Address: 124 W. Main Street, Emmett, ID 83617
Architect/Engineer/Planner John Blom, Holladay Engineering Phone: 642-3304
Address: 32 N. Main Street, Payette, ID 83661

NATIONAL OBJECTIVE (MARK ONE)

☐ LMI Area ☐ LMI Clientele ☐ Imminent Threat
☐ LMI Jobs ☒ Slum & Blight

PROJECT TYPE (MARK ONE)

☐ Public Facility/ Housing ☐ Community Center
☒ Economic Development ☐ Senior Center

PROJECT POPULATION TO BENEFIT (PERSONS): (Census/Survey/Clients/Jobs)

TOTAL # TO BENEFIT: 5,981 (2004 Update) TOTAL # LMI TO BENEFIT: 3,815

% LMI TO BENEFIT: 63.8 % % MINORITY POPULATION: 14.3 %

PROJECT DESCRIPTION: The City of Emmett's Downtown Revitalization Project will eliminate conditions of slum and blight by repairing the asphalt street, replacing the sidewalk, curb, gutter, install decorative lights, upgrade water line, install trees and trash receptacles and storm water improvements on East Main Street in Emmett.

SOURCE	AMOUNT	DATE APPLICATION SUBMITTED	RESERVED/ CONDITIONAL AWARD	FUNDS COMMITTED/ CONTRACT AWARD DATE	DOCUMENTATION IN APPENDIX ***
ICDBG	<u>500,000</u>				
Local Cash	<u>251,528</u>			<u>11/09</u>	<u>J</u>
Local Loan*					
Local In-Kind**	<u>445,200</u>			<u>11/09</u>	<u>J</u>
USDA RD Grant					
EDA Grant					
State Grant	<u>834,472</u>			<u>6/09</u>	<u>J</u>
Foundation Grant					
Private Investment	<u>467,000</u>			<u>11/09</u>	<u>J</u>
Other (identify)					
TOTAL PROJECT FINANCING	<u>2,498,200</u>				

* Identify Loan Source(s) NA Date Bond or Necessary and Ordinary Passed _____

**Describe In-Kind match by type (i.e. materials, labor, waived fees, land value) and amount.

***Identify which appendix corresponding documentation is in. Documentation should be a letter from the appropriate source.

V. Economic Advisory Council Page:

This application for \$500,000 will eliminate the slum and blighted area located in Downtown Emmett, benefiting not only the City of Emmett but the entire County which has a population of over 16,000. Once completed, this will be a gathering place for the entire community and a viable place for commerce. Emmett has much to offer with a vibrant history and a vast amount of recreation opportunities which serves to attract visitors to the area. “Re-store”ing the Downtown will further define downtown Emmett as a safe, attractive destination. Currently the Downtown area has a 20% vacancy rate. These improvements will serve to reduce that rate and provide a vibrant and affordable environment to attract new businesses.

ICDBG funding is critical now, in order for Emmett to replace existing slum conditions with upgraded utilities and safe, attractive pedestrian areas. After years of decline, private investment is beginning to happen. This project will provide important infrastructure support for that private investment to continue, preventing future blight.

Amount of local commitment:

- Over \$2 million in local match
 - LHTAC Funding (\$834,472)
 - Municipal Cash and Force Account Work (\$251,528)
 - Private Investments to Buildings (\$462,000)
 - Implemented components by community organizations such as County, Chamber, Service Groups & Volunteers (\$445,200)
 - BID Assessments (\$18,180 annually)
- Future Investment: On-going annual assessments from BID to be used for marketing, maintenance and upgrades to assure that the Downtown is fully utilized and a success. The development of an “agri-tourism” market niche building upon the Farmers Market in the Downtown.

Organizations Involved:

- Emmett Revitalization Committee (Project planning and development, downtown implementation, coordination with community groups)
- CORE Group - Citizens Organized for Revitalizing Emmett - Focused on marketing and volunteer improvements downtown
- Local Highway Transportation Advisory Council (transportation funding for West Main)
- Emmett Public Works and Fire Department (Slum and Blight documentation, infrastructure improvements)
- Gem County Chamber of Commerce (Business Liason, Event Planning and Funding)
- Shadow Butte Development Corporation (private financing and investment meetings, job recruitment activities, job expansion assistance, partnership planning)

In order to further the efforts, Emmett desperately needs to attract new viable businesses, new residents and they strongly believe that beautifying the town will demonstrate to outsiders the dedication to the improvement of and deep faith in the future of Emmett.

VI. Threshold Criteria

A. Eligible Applicant:

The applicant is a city ☒ The applicant is a county ☐

B. Eligible Activities:

List the eligible activities, identified in Chapter 2, that are a part of the project.

Emmett's proposed project entails infrastructure improvements and removal of architectural barriers to areas of the City that have been designated as Slum and Blighted. Eligible activities also include grant administration services and project engineering.

C. National Objective: There are six National Objectives listed below. Complete only the National Objective that will be met with the project.

C.5. Slum and Blight

The City has adopted a "Resolution to Establish a Redevelopment Area" as required. Project improvements will be used to eliminate conditions of slum and blight that are documented in the Slum & Blight Analysis included in **Appendix A**.

D. Citizen Participation:

The City of Emmett has adopted a Citizen Participation Plan and stands by its commitment to comply with the Plan. A notice of public hearing was published on October 28, 2009, with the public hearing being held on November 10, 2009 at the Emmett City Hall. Copies of the Notice of Public Hearing, Affidavit of Publication, and official minutes of the hearing are included as **Appendix B** to this grant application.

Date of Notice October 28, 2009 Date of Hearing November 10, 2009

E. Statewide Goal and Strategy: (*✓check applicable*)

Check the goal and strategy that best corresponds to the project.

- ☐ Increased access to decent affordable housing (goal)
 - ☐ Sustain and increase homeownership (strategy)
 - ☐ Sustain and increase affordable rental housing (strategy)
 - ☐ Support equal access to a continuum of housing services (strategy)
- ☐ Preserved and enhances suitable living environments (goal)
 - ☐ Improve safety and livability of communities (strategy)
Example – consent order
 - ☐ Increase access to quality facilities and services (strategy)
Example – new construction
 - ☐ Improve affordability and sustainability of quality facilities and services

Example – rehab or renovation

- ☒ Expanding economic opportunities (goal)
 - ☐ Create jobs primarily for low- and moderate-income persons (strategy)
 - ☐ Prioritize projects that provide a living wage and fringe benefits (strategy)
 - ☒ Revitalize downtown business districts (strategy)

F. Administrative Capacity:

1. Applicant Capacity: Over the past few years the City of Emmett has been the recipient of Idaho Community Development Block Grant Funding and has successfully managed all projects with no monitoring findings.

2. Grant Administrator: The City of Emmett does not have adequate City staff certified to administer the Idaho Community Development Block Grant. An administrative contract with an Idaho Commerce and Labor approved administrator has been established for this project using state and federal (OMB A-102) procurement procedures. Shawn Charters Consulting has been selected to perform the grant administration on this project. Please see **Appendix C** for a copy of the RFP for Administrative Services and selection letter. Any necessary legal services will be provided by the City's legal counsel.

G. Fair Housing:

The City has adopted a Fair Housing Resolution, Residential Anti-displacement and Relocation Assistance Plan and Policy on Non-Discrimination. Please see **Appendix D** for copies of the resolution. The City has designated April as Fair Housing Month and the Fair Housing Resolution has been published numerous times in the past, the most recent being in April, 2008.

H. Anti-Displacement Resolution:

The City has adopted and published the Residential Anti-Displacement and Relocation Assistance Plan and has also signed the Grant Certification Page.

VII. Program Income: Describe if the project will generate program income and the reuse plan.
No program income will be generated as a result of this project.

- VIII. A. **General Project Description:** Include the general project description as outlined in the narrative for this section. Be sure to address all the required details.

Community Description:

Gem County, created in 1915, is located 30 miles northwest of Boise and is known as “The Valley of Plenty”. Emmett, the County Seat and only municipality in Gem County, is situated along the Payette River in the southern portion of the county. In the early 1900’s fruit packers adopted the label of “Gem of Plenty” because of the fertility of the valley. During the mining era the valley was known as the “garden” for the mining regions. Today, Emmett remains the Valley of Plenty offering plenty of wide-open spaces, plenty of recreational opportunities and plenty of friends waiting to welcome you for a day or a life time.

The economy of Gem County is based primarily on farming, timber and mineral products. Irrigation makes the county a virtual cornucopia of agricultural products. In addition to dairy, eggs, fruit, grains, corn, alfalfa, beef and other livestock, many smaller farms and gardens produce vegetables, melons and grapes.



Economic factors have contributed to the loss of many orchards to other crops or subdivisions. Tourism and small industry are both growing in the area. Until recently logging, a plywood plant and lumber kiln made up most of the timber industry in Gem County. A sand plant processes and ships top quality silica sand, excavated from the hills south of Emmett. Other small industries, that manufacture items varying from furniture to saddles, make the valley their home.

Some facts about Emmett are:

- Emmett was originally known as Martinsville
- The City of Emmett was incorporated in 1909
- The City encompasses 1.8 square miles
- Emmett is located approximately 30 miles NW of Boise, Idaho
- The population of Emmett was 5,490 in 2000 (US Census Bureau)
- Emmett enjoys four distinct seasons

- Emmett is home to the Emmett Cherry Festival; one of Idaho's largest, longest running events
- Emmett is a "Community of Promise" (America's Promise Alliance), since 2003
- Emmett has been designated a "Tree City USA" since 2002
- In 2009 Emmett was designated as a "Heritage City" for its rich historic background.



Pictured above is downtown Emmett in 1922 and now.



In 2006 the City of Emmett appointed a Gem Revitalization Committee who was charged to explore ways to revitalize Emmett. The Committee has worked hard over the past several years to come up with a plan for the Downtown Area. Plans were based upon data received through a Community Review, Business Survey's, Consumer Survey's, Focus Groups, and consultation with neighboring communities and professionals. Numerous accomplishments have already been made and are outlined below.

One of the first items the Committee took on was an analysis of the Downtown Area. A walking tour was conducted and pictures documenting conditions of Slum and Blight were taken for the record. See **Appendix A** for the Slum and Blight Resolution. The conditions found were the pavement is rutted, cracked, and potholed; the drainage system is insufficient; and the sidewalk and curb and gutter are cracked and buckled. The City of Emmett has pursued this project to improve these conditions as evidenced in the following pictures.



The primary street in the Downtown area is Main Street for the purposes of this project. Main Street has been divided into West Main and East Main. West Main contains one Block and East Main contains two blocks. The City has applied to LHTAC for funding and has received a grant in the amount of \$834,472 to fund the improvements on East Main. This portion of the project we are referring to as Phase 1. Project maps can be found in **Appendix E**.

Phase I – West Main (LHTAC Funded)

This project was submitted to Local Highway Technical Assistance Council (LHTAC) as a potential Local Federal-Aid Incentive Program Project in October 2002. The application was accepted by LHTAC and programmed into the Idaho Transportation Department's (ITD) Statewide Transportation Improvement Plan (STIP). See **Appendix F** for a copy of ITD contracts.

The City of Emmett has a Comprehensive Improvement Plan, which includes the transportation system. In conjunction with this plan and the Master Transportation Plan, the City had identified the purpose and need for this project. Local agencies and businesses all support this project.

The project includes the following:

- Reconstruct the drainage, sidewalk, and curb and gutter. Rehabilitate the pavement on Main Street from the intersection with SH-52 for approximately two blocks west.
- The limits of the project on Main Street are from Boise Avenue to Washington Avenue.
- The roadway section is two City blocks long or 0.095 miles. The existing lane width is 11 feet with 8 foot shoulders and parallel parking lanes on both sides. The

pavement width is 56 feet from curb to curb. The proposed widths will be two 12 foot lanes, one 14 foot median, and two 9 foot combined bike lane and shoulder at the intersection with Washington Ave or SH-52. From the end of the taper of the median lane, the configuration will consist of two 12-foot lanes, two 6-foot shoulders and two 10-foot parallel parking lanes. The existing right-of-way is 80 feet. No new right-of-way is anticipated.

The Phase I Project has been designed and approved by ITD. The plans and specifications have been prepared and the project is ready to go out to bid. Due to the onset of winter weather conditions, the project has been delayed to be bid for construction to begin Spring 2010. In anticipation of this project being under construction in the Fall of 2009 the City has proceeded to upgrade the water lines in these two blocks. The value of this work is \$40,000. Approved plans are included in **Appendix G**.

Phase II – East Main (ICDBG and City Funded)

Phase II is one Block on East Main Street from South Hayes to Washington and is to be funded from the ICDBG funding requested in this application. East Main is an important component because it connects the Phase I (West Main) improvements to local businesses, the City and County offices, U.S. Post Office and City Park.

This project will mirror the plans designed for West Main and include:

- Remove and Replace street, sidewalks, curbs, gutter, trees and street lighting according to City of Emmett Public Works standards.
- Install a 10 inch water main and replace all water service within the proposed construction area.
- Improve storm water facilities within the proposed construction area.

Projects Completed Since 2006

Formation of BID: In 2009 the Businesses in the downtown area petitioned the City of Emmett to start a Business Improvement District in the Historic Downtown area. It was approved on January 13, 2009 and currently a Board of Directors for the Business Improvement District is working on By Laws, a Mission Statement, a Budget etc. They will begin collecting assessments starting in January 2010. Assessments are based upon each business on Main Street and Washington Street paying \$25.00 per month, businesses on sidestreets and upper floors are to pay \$15.00 per month. The \$18,180 in annual fees collected will be used to fund business-related activities and improvements that will benefit the businesses. By pooling private resources, business owners in the BID collectively pay for activities that they could not afford on an individual basis. Since the BID fee is not a tax they can consistently enact programs and activities without relying on scarce public funding. BID's are one of the most valuable and effective finance tools available to the small business community. Please see **Appendix H** for a copy of the resolution, ordinance and fee

structure. It is planned that \$4,200 of the assessments each year will go toward hiring an events coordinator for the BID District.

Signage: CORE Group and the City of Emmett have completed signage at three public parking lots in the downtown area.

- Behind True Value Hardware
- North of the Messenger Index
- North of Blaser Park

Private Investment: Numerous businesses downtown have recently renovated their buildings. The first one is the Gem Lounge which for the past several years opened their doors for business one day per month to maintain their liquor license. This building was recently purchased and is now a high scale cocktail lounge that is running a very successful business. Below are some before and after pictures. Another building was completely refurbished and is now a Sports Bar called Huck & Finns. The owners of these two businesses invested \$400,000 in the past year to refurbish the buildings. Two other businesses located in the project area, Computators and Antiques & Things have spent a total of \$62,000 in remodeling costs. All the above improvements have been in anticipation of a revitalized Downtown.



The Gem Lounge Before and After. Notice the new banners and deteriorated sidewalks. These sidewalks will be replaced during the W. Main Street Project.





Banners: CORE Group has received a grant for new banner hangers and banners for all of Commercial Main Street. The City of Emmett has completed the installation. CORE Group, the Gem County Chamber and the Rotary Club of Emmett raised money to purchase 14 Christmas banners to be used in the area. More will be added as funds are collected.

Bike Racks: Main Street Businesses have contributed funds and installed 6 new bike racks on Main Street.

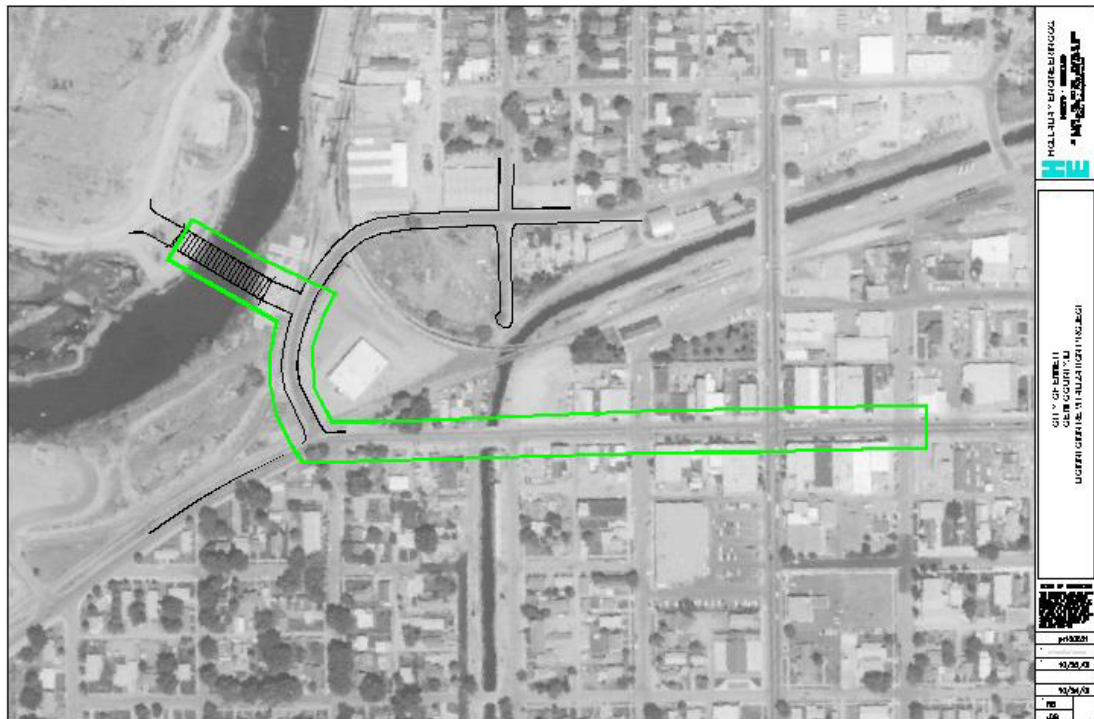
Christmas Decorations: CORE Group has organized volunteers to rebuild the Christmas decorations that have been used in the downtown area for many years.

Events: Harvest Fest, Cherry Festival, Emmett Valley Swap Meet, Show and Shine, Emmett's Most Excellent Triathlon, The River Through Time, Art in the Park and the Farmers Market are all events held within the downtown area and are either supported, organized or funded by CORE Group for the year 2009. These events continue to introduce potential customers to the downtown merchants. Please see **Appendix I** for event flyers and a Calendar of Events for the Community.

Parking Enforcement: CORE Group has approached several businesses within the downtown area concerning employee parking. The group has been working hard training merchant's techniques to obstacles to new customer creation. CORE and the City continue to search out opportunities for after hour parking i.e. Churches, Banks.

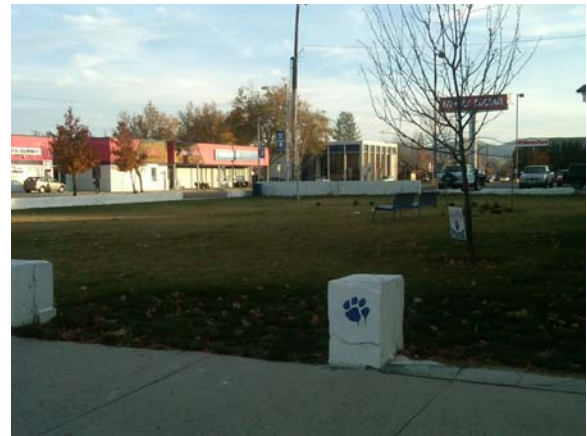
Bridge to Island: Shadow Butte Development Corporation, City of Emmett, the Gem County Recreation Department and Gem County has received \$220,000 in funding to install the driving bridge to the Gem Island Sports Complex at the West End of Main Street. Gem Island Sports Complex is a 54 acre park that is a tremendous asset to the community. Amenities at the park include baseball and softball fields, basketball courts, walking path around the Island, fishing pond, Skateboard Park, amphitheatre, arboretum and picnic area.

During sporting events hundreds of people attend events. The new bridge to the Island provides access directly to the Downtown when entering or leaving the sports complex. The map below shows the bridge and access route to the Downtown.



Cleanup Efforts: CORE Group has conducted its first annual all volunteer clean up downtown. This included: pressure washing sidewalks, cleaning cobwebs, washing windows, planting flowers and trimming trees. This is planned as an annual event.

Hukie Pride Park: In the summer of 2003 a fire destroyed a former furniture store on the corner of Washington and Main. This is the main corner of the Downtown Area. The brick building has been torn down and the bricks donated to the Emmett Historic Society for use in downtown projects. They are currently being utilized by a Community Effort that is being lead by the Gem County Chamber of Commerce to install Welcome to Emmett Signage at the entrance to the City. Once the bricks were removed the corner lot was vacant and had become an eyesore. The owner of the property has made arrangements with the City of Emmett for use of the site. In 2008, Mayor Bill Butticci, several volunteers and an Eagle Scout constructed the Huskie Pride Park. This park is a real asset to the downtown and will remain until the official property owner begins the building process sometime in the future. Until that time it serves as a welcoming place for visitors to sit and relax, eat their lunch and visit with their neighbors. Pictured below is the site before and after it was transformed into an inviting park and an asset to the Downtown.



Blaser Park: Another amenity located in the Heart of Downtown adjacent to the Train Depot is Blaser Park. This park is owned by the City of Emmett and is home to the local Farmers Market. In addition to the park is a public parking area for visitors. On several occasions visitors with RV's have been able to park here and walk to visit the Downtown businesses. The City is actively working with the Farmers Market and will be applying for Grant Funds in April 2010 to provide improvements and assist in marketing efforts to attract more visitors to the area.

Blaser Park offers: Lush green grass

- Lots of shade trees
- Gazebo
- Picnic benches
- Drinking fountain
- Decorative water fountain
- Lots of free parking
- Hand-carved (chainsaw) bear art
- Playground across Park/Commercial
- Next to Thunder Mountain Railroad Station



Emmett Arts Commission: The Emmett Art Commission has begun holding their annual Art In The Park at the Husky Pride Park on the corner of Washington and Main Street. This should be a big boost to our downtown. They also just received \$900 in Idaho Community Foundation funding to improvements to the gallery.

Marketing: CORE Group will have new tee shirts for sale again this year. A whole new design will be offered. All proceeds go to projects within the downtown area.

Community Center: CORE Group continues to support the Gem Recreation District in their quest for a community center. We remain optimistic that the community will choose a location close to the downtown area.

Theatre Remodel: The local movie theatre in Emmett is the Frontier Cinema. The building had been remodeled in the 80's to reflect an old west theme. The front had been covered with old barn wood and was an eyesore. A group of community volunteers lead by the CORE Group took it upon themselves to upgrade the façade to reflect the original time period in which it was built. Lowes donated all the materials and numerous volunteers spent weeks constructing the improvements. Emmett now has a historic movie theatre Downtown which shows new release films and brings many visitors downtown.



Future Projects

Future projects that are included in the Downtown Emmett Revitalization plan are the following:

- Develop New Parking Resources
 - Review several curb cuts within the downtown area to assess the possibility of replacing them for additional on street parking.

- Examine the possibility of returning angle parking to Main Street.
- The City has applied for and was just awarded Idaho Community Foundation Funding to help with asphaltting one of the public parking areas for Downtown pictured below.



- Develop Retail Catalysts and Retail In-Fill. Encourage new ownership and current property owners to prepare their properties for better usage. Repair, renovate, modernize or modify buildings in the downtown area to make them more appealing to higher end retail.
- Recognize the importance of mixed use. Office, apartments, condos, service, retail, restaurants and entertainment all play an essential part in our success.
- Implement External Regional Marketing Campaign. This campaign would take what has traditionally been thought of as a detriment to downtown shopping and turn it into an asset – downtown as the “big box” alternative.
- Continue to encourage present shop owners to diversify their inventory to increase their competitive edge.
- Increase awareness of the history of the downtown area by partnering with the Gem County Historical Society to create walking tours and historic information plaques. Pursue the ability to place buildings on the Historic Registry.
- Continue to investigate the light up Emmett project for Christmas lighting and music.
- Currently working with the communities within Payette, Gem and Boise County to designate Highway 52 as a Scenic Byway. Funding from this program would provide information kiosk’s, bathrooms and historical markers with the goal of attracting visitors to the area.
- Work with Farmer’s Market to apply for grant funding to better market and increase visibility.

B. Project Property & Permits: Answer the following questions and attach documentation.

1. Has any property and easements been purchased for this project? ☐ Yes ☒ No
If yes, does the applicant have title to the property? ☐ Yes ☐ No
Provide copy of deed in Appendix.
2. Will any property be needed for this project? ☐ Yes ☒ No
Status of the purchase: _____
Estimated date of final purchase: _____
What funds will be used to make purchase? _____
3. Will any easements/or rights-of-way be needed for this project? ☐ Yes ☒ No
Status of the purchase: _____
Estimated date of final purchase: _____
What funds will be used to make purchase? _____
4. Is anyone living on the land or in the structures at the proposed site? ☐ Yes ☒ No
5. Is any business being conducted on the land or in the structures at the proposed site? ☒ Yes ☐ No
6. Are there any businesses, individuals, or farms being displaced as a result of this project?
☐ Yes ☒ No
7. Are there permits that will be needed for the project, i.e., well, water rights, land application, demolition permits, zoning permit, air quality permit, etc? ☒ Yes ☐ No

Status of the permits (include plan for securing permits and estimation of issue completion date): DEQ permit for water line will be submitted in February 2010.
8. Describe the ownership or lease arrangements for the property involved in the project.
All construction is within the Public Right of Way

IX. Budget Narrative: Describe the source and status of all funding for the project according to the instructions in Part A of this Chapter.

The following table describes all the matching funds for this project. The City and the Emmett Revitalization Committee have worked diligently this past year on projects to enhance their downtown. Countless volunteer hours have been tracked and documented along with numerous donations of materials and supplies. All funding has been committed.

Previous Expenditures

Theatre Remodel	\$ 15,000
Bridge to Island	\$ 220,000
Banners	\$ 4,200
Trash Cans/ Benches	\$ 6,000
Mayor's Park	\$ 150,000
Sign to Island	\$ 35,000
Parking Lot	\$ 15,000
Total	\$ 445,200

Private Investment

Huck & Finns/Gem Lounge	\$ 400,000
Computators	\$ 50,000
Antiques & Things	\$ 12,000
Total	\$ 462,000

Phase I (West Main)

LHTAC Preliminary Engineering	\$ 134,472
LHTAC	\$ 700,000
City Water Line Replacement	\$ 40,000
Total	\$ 874,472

Phase II (East Main)

Construction	\$ 494,034
Engineering	\$ 133,389
Admin	\$ 40,000
Grant Writing Donated	\$ 5,000
Contingency	\$ 44,105
Total	\$ 716,528
TOTAL PROJECT COSTS	\$ 2,498,200

SOURCES OF FUNDS

Phase I (LHTAC)	\$ 834,472
Previous Expenditures	\$ 445,200
Private Investment	\$ 462,000
ICDBG	\$ 500,000
City of Emmett (Phase 1 & 2)	\$ 251,528
Donated Grant Writing	\$ 5,000
Total	\$ 2,498,200

The \$251,528 contributed from the City of Emmett is the \$40,000 of Water Line Replacement completed in Phase I and Cash and In-kind services for Phase II. Please see cost estimates and matching documentation in **Appendix J**.

The City has applied to LHTAC for funding and had received a grant in the amount of \$610,000 IN 2005 to fund the improvements on East Main. Last year the grant was reviewed and found eligible for additional stimulus funding. A new grant agreement was executed for the sum of \$700,000. There was \$134,472 in preliminary engineering costs that had been expended out of the initial grant. When you combine the expenditures for design engineering and the construction engineering and construction line items from the new grant, you come up with a total amount approved for this project of \$834,472.

Funding Type:

Government Funds:	ICDBG	\$ 500,000	
	ITD/LHTAC	<u>\$ 834,472</u>	
	TOTAL		\$1,334,472
Local Funds:	TOTAL		\$ 696,728
Private Funds:	BUILDING IMPROVEMENTS AND GRANT WRITING		<u>\$ 467,000</u>
	TOTAL PROJECT:		\$2,498,200

X. Idaho Community Development Block Grant Budget Form

(Use only line items on pages V-7 & V-8)

Applicant or Grantee: City of Emmett**Project Name:** Downtown Revitalization Project

LINE ITEMS	CDBG	Cash	City In-Kind	Federal	State	Private Cash	Private In-Kind	Total
Administrative**	40,000						5,000	45,000
Design Professional	133,389				239,472			372,861
Planning								
Construction	326,611	251,528	445,200		595,000	462,000		2,080,339
Legal & Audit								
Equipment								
TOTAL COSTS**	500,000	251,528	445,200		834,472	462,000	5,000	2,498,200

*Identify funding source

**Administrative expenses and project planning design costs, when totaled, shall not exceed 10 percent of the total I

XI. Detailed Cost Analysis

1. Have preliminary plans and specs been submitted to regulatory agencies for review?

___ Yes X No

If yes, list date submitted: _____

If no, list expected date to be submitted: _____

2. Has final design (for bidding) begun?

___ Yes X No

If yes, % complete: _____%

If no, what is expected start date: March 2010

3. Will project include bid alternatives to meet project budget if necessary?

X Yes ___ No

4. Are Davis Bacon wage rates applicable to the project?

X Yes ___ No

If yes, are they included in the project costs?

X Yes ___ No

5. Have known environmental measures been included in project costs? (ex: dust mitigation, archaeological survey, storm water drainage, wetland mitigation etc.)

X Yes ___ No

6. List the last date the owner and design professional discussed project design and details.

Date: 11/10/09

7. Design Professional Cost Estimate may be found in **Appendix J**.

XII. Project Schedule

Project Activity	Date (to be) Completed	Documentation in Appendix
Design Professional Contract Executed	November 2009	C
Grant Administration Contract Executed	November 2009	C
Environmental Release	April 2010	
Bid Document Approval	July 2010	
Bid Opening	August 2010	
Construction Contract Executed	August 2010	
Start Construction	September 2010	
Construction 50% Complete	October 2010	
Second Public Hearing	October 2010	
Construction 100% Complete	December 2010	
Update Fair Housing Plan	December 2010	
Update 504 Review and Transition Plan	December 2010	
Certificate of Substantial Completion	December 2010	
Final Closeout	February 2011	

Name of Professional and Agency Contacts	Firm/Agency	Phone with extension
Examples:		
Design Professional	John Blom, Holladay Engineering	642-3304
Funding Agency	Sharon Deal IDOC	334-2470
Revitalization Committee	Deborah Rowenhourst, Chairman	
Environmental Officer	Shawn Charters Consulting	741-1113
Permits	John Blom, Holladay Engineering	642-3304
Mayor	William Butticci, City of Emmett	365-6050
Public Works Director	Bruce Evans, City of Emmett	365-6050
Grant Writer/Administrator	Shawn Charters	741-1113
BID Chairman	Bill Bailey	365-4848
City Clerk	Marge Lawrence	365-6050

XIII. Grantee and Sub-recipient Financial Profiles

Is the Grantee a (circle one) City County

If a sub-recipient, what type of Organization (circle one)

Water District Sewer District Homeowner's Association
For-Profit Company Non-Profit Company Water Association
Fire District Hospital District
Other (please explain): _____

Section I. Water System (only) – Input information for the water system (entity) that is expected to utilize the Idaho Community Block Grant funds.

Water Source(s): ___ Wells ___ River ___ Lake ___ Springs ___ Purchase ___ Other

Water Treatment Method: _____

Number of people served by the system _____
Number of hook-ups on the system _____
Number of equivalent dwelling units
(EDU's) on the system _____
Number of residential EDUs _____
Number of commercial EDUs _____
Number of industrial EDUs _____
Are all system users on meters _____

For residential users, what is the average monthly
water rate for 10,000 gallons \$ _____
What will be the new monthly rate after the project is
complete based on 10,000 gallons \$ _____
When was the last rate increase _____
How much were the rates increased \$ _____

Annual water system revenue \$ _____

Total dollar amount owed by customers in arrears \$ _____

Annual water system expenses \$ _____
Residential Hook-Up Fee \$ _____
Commercial Hook-up Fee \$ _____
Industrial Hook-Up Fee \$ _____

Identify outstanding indebtedness:

Years remaining	Annual Payment	Lender
_____	_____	_____
_____	_____	_____
_____	_____	_____

Explain Water Conservation Methods Implemented: _____

Section II. Sewer System (only – Input information for the sewer system (entity) that is expected to utilize the Idaho Community Block Grant funds.

Sewer Treatment Method _____

Do you have a Pre-treatment system? ____ Yes ____ No

Number of people served by the system _____

Number of residential connection on the system _____

Number of commercial connection on the system _____

Number of industrial connection on the system _____

Number of new connections within the last year _____

What are the current residential sewer rates \$ _____

When was the last rate increase _____

How much were the rates increased \$ _____

Residential Connection Fee \$ _____

Commercial Connection Fee \$ _____

Industrial Connection Fee \$ _____

Annual sewer system revenue \$ _____

Current dollar amount owned by customers in arrears \$ _____

Annual sewer system expenses \$ _____

Identify outstanding indebtedness:

Years remaining	Annual Payment	Lender
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Section III. All Applicants (except Sewer and Water):
Grantee or Sub-Recipient Taxing Authority:**

A. Identify how the organization obtains its operating funding, i.e., bonds, district assessments, other: _____

B. Does the organization have taxing authority? ____ Yes ____ No (if no, skip to Section IV)

1. Do you tax? ____ Yes ____ No

a) If yes:

(1) _____ What is the tax rate? _____ W

(2) _____ What is the annual tax amount generated? _____

(3) _____ What are the taxes used to pay for, i.e., equipment, operating expenses, etc.?

2. If your organization does not tax explain why. _____

Section IV. All Applicants
Land Use Planning

When was the comprehensive plan last updated? _____

Which of the following tools do you implement as land use measures and controls?

	Yes	No
Building Codes	___	___
Historical Preservation	___	___
Zoning Ordinances	___	___

Do you currently implement any of the following?

	Yes	No
Economic Development Plan	___	___
Development Impact Fees	___	___
Local Option Tax (resort)	___	___
Tree City USA	___	___

XVIII. ICDBG Environmental Scoping - Field Notes Checklist

Applicant City of Emmett **Sub-Recipient** _____

This site and desk review checklist is to be completed by the Applicant and submitted with the application.

The purpose of the checklist is to help the Applicant and IDC better understand what environmental statutes or provisions per 24 CFR 58 might impact the proposed project. The information will assist in understanding what studies, documentation, and mitigation measures could be applicable and to assist in completing the environmental review record. The Applicant may choose to attach this scoping checklist as part of the environmental review record.

1. Limitations on Activities

Is the Grantee planning or in the process of acquiring property for this proposed project? ___ Yes X No

If yes, is the Applicant aware that land acquired or site work after submission of the ICDBG application is subject to 24 CFR 58.22 Limitation on Activities Requiring Clearance? Meaning once an application for ICDBG funds is submitted, neither Applicant or sub recipient, may commit Non-HUD funds to a project for land acquisition or site work (except for minor testing) before the environmental review is complete, unless the land acquisition or contract is conditioned on completion of the ICDBG environmental review.

2. Historic Preservation

Has the SHPO or THPO been notified of the project? X Yes ___ No

Have tribes with possible cultural and religious sites been notified of the project? X Yes ___ No

3. Floodplain Management

Is the project located within a floodway or floodplain designated on a current FEMA map? Check Web site www.store.msc.fema.gov ___ Yes X No ___ Not Sure

If yes what is the floodplain map number? _____

If , the project is located in a floodway or floodplain is the community where the project is taking place a participant in the National Flood Insurance Program. Check Web site www.idwr.idaho.gov/water/flood ___ Yes ___ No

4. Wetland Protection

Are there ponds, marshes, bogs, swamps, drainage ways, streams, rivers, or other wetlands on or near the site? ___ Yes X No

If yes, has the Army Corps of Engineers (Corps) been notified? ___ Yes ___ No

Has the Corps indicated what permit level will be required? ___ Yes ___ No ___ N/A

5. Sole Source Aquifers (Clean Water Act)

Is the proposed project located over an EPA designated aquifer area? ___ Yes X No
(check website www.epa.gov/safewater/ssanp.html)

Is it known at this time if construction will disturb more than one acre of land? ___ Yes X No

If yes, has a general permit for storm water discharges from construction sites been applied for from the EPA? ___ Yes ___ No

6. Endangered Species Act

Has U.S. Fish and Wildlife Service, NOAA Fisheries, and Idaho Fish and Game Regional Office been notified about the project? X Yes ___ No

7. Wild and Scenic Rivers Act

Is the project located within one mile of a designated wild and scenic river? Idaho wild and scenic rivers include portions of the St. Joe, Lochsa, Selway, Middle Fork of the Clearwater, Snake, Rapid, and Middle Fork of the Salmon. Check Web site www.nps.gov/rivers/ ___ Yes X No

8. Clean Air Act

Is the project located in a designated non-attainment area for criteria air pollutants? ___ Yes X No

For building demolition or improvements has an asbestos analysis been planned for or conducted?
___ Yes ___ No X N/A

For housing rehabilitation has a lead based paint assessment been planned for or conducted?
___ Yes ___ No X N/A

9. Farmland Protection Policy Act

Is the project located on a site currently zoned as residential, commercial, and/or industrial ?
X Yes ___ No

Is the project area currently being utilized for farm or agricultural purposes ? ___ Yes X No

If yes, has the USDA Natural Resource Conservation Service or local planning department been notified about the project? ___ Yes ___ No

10. Environmental Justice

Does project have a disproportionate environmental impact on low income or minority populations?
___ Yes X No

11. Noise Abatement and Control

Is the project new construction or rehabilitation of noise sensitive use (i.e. housing, mobile home parks, nursing homes, hospitals, and other uses where quiet is integral to the project functions)?
___ Yes X No

If yes is the project located within 5 miles of an airport, 1000 feet of a major highway or busy road, or 3,000 feet of a railroad. ___ Yes ___ No

12. Explosive and Flammable Operations

Is the physical structure (not necessarily infrastructure) intended for residential, institutional, recreational, commercial or industrial use? ☒ Yes ☐ No

If yes, are there any above ground explosives, flammable fuels or chemical containers within one mile of the physical structure? ☐ Yes ☒ No

If yes, have you been able to identify what the container is holding and the container's size?
☐ Yes ☐ No

13. Toxic Chemicals and Radioactive Materials

Are there any known hazardous materials, contamination, chemicals, gases, and radioactive substance on or near the site? ☐ Yes ☒ No

If yes, explain _____

During the visual inspection of the site is there signs of distressed vegetation, vents or fill pipes, storage/oil tanks, stained soil, dumped material, questionable containers, foul or noxious odors, etc.

☐ Yes ☒ No

If yes, explain _____

At this time is the site's previous uses known to have been gasoline stations, train depots, dry cleaners, agricultural operations, repair shops, landfill, etc.? ☐ Yes ☒ No

Are other funding agencies requiring the Grantee to perform an American Society for Testing Materials (ASTM) environmental assessment? ASTM assessment involves analysis of site uses and ownership, inspection of site, and possible testing. ☐ Yes ☒ No

14. Airport Clear Zones and Accident Potential Zones

Is the project located within a designated airport runway clear zone or protection zone? ☐ Yes ☒ No

Does the project involve acquisition of land or construction/rehabilitation of building or infrastructure in an airport runway clear zone or protection zone? ☐ Yes ☒ No

If yes, is the grantee aware that the airport operator may wish to purchase the property at some point in the future as part of a clear or accident zone acquisition program? ☐ Yes ☐ No

15. Energy Efficient Designs

For building construction has the owner investigated possible incentives from power providers, such as Idaho Power, Avista, or Utah Power for incorporating energy efficient design into their building?

☒ Yes ☐ No

16. Sediment Control (Clean Water Act)

Will the construction project require storm and surface water discharge from the construction site?

☐ Yes ☒ No

If yes, has an application to EPA been submitted for a Construction General Permit (CGP)?

☐ Yes ☐ No

17. Other Environmental Reviews

Have facilities studies or other environmentally related site reviews been conducted or in the process of being conducted? ___ Yes X No

If yes, are there any identified concerns or recommended mitigation measures? ___ Yes ___ No

List if known - _____

18. Information Letters

The advanced mailing of environmental information letters is sought in an effort to minimize the project's timeline in waiting for necessary documentation or information. It will assist in earlier responses to required mitigation measures should the proposed project receive grant funding.

Check the agencies that have been mailed an environmental information letter.

- X Idaho State Historic Preservation Officer
- X Tribal Historic Preservation Officer or Tribal Office
- X Idaho Department of Water Resources – Local Regional Office
- X Army Corps of Engineers (if wetlands are applicable)
- X U.S. Fish and Wildlife
- ___ NOAA Fisheries (if salmon and/or steelhead are applicable)
- X Idaho Fish and Game
- ___ USDA Natural Resource Conservation Service (if farmlands are applicable)
- X Idaho Department of Environmental Quality
- X Local Government – Planning Department
- ___ Others _____

Completion of the scoping checklist does not constitute that all environmental provisions or clauses related to 24 CFR 58 Environmental Reviews have been met or are known at this time.

Shawn Charters, Grant Administrator
Completed By

November 16, 2009
Date

XV. Review and Ranking Narrative:

Part B: Forms

Review and Ranking Narrative:

- I. Organization:** Describe how the community is actively organized to plan and implement the revitalization process.

The Emmett Revitalization Committee was officially organized in 2006 when the Mayor appointed a Committee with the mission of focusing on revitalizing Emmett. Prior to the formation of the Revitalization Committee the Downtown Merchants formed a group called CORE (Citizens Organized to Revitalize Emmett). The role of the Emmett Revitalization Committee is to serve as an advisory body to guide the research, planning, and implementation processes involved in its downtown revitalization project. Shawn Charters, A Certified Block Grant Administrator was assigned to assist the Revitalization Committee in their efforts. The Committee focused on the following areas:

- 1) Economic Development Planning,
- 2) Business Retention and Attraction,
- 3) Resource Development, and
- 4) Design.

The Committee is made up of numerous business and property owners, representatives of the Chamber of Commerce and City. A list of committee members can be found in **Appendix I**. The committees have worked tirelessly developing strategies to revitalize Emmett. They have adopted a Mission, Vision and Belief Statement along with Goals and Strategies with timelines and assignments.

In addition to the Revitalization Committee, numerous professionals representing Federal, State and Private Industry have donated their services. The County applied for and received a \$4,000 USDA Rural Business Enterprise Grant to help pay for the Community Economic Profile and has not only completed a Community Review but are in the process of updating the Community Review to document accomplishments. Documents can be found in **Appendix I**.

- II. Assessments.**

The Emmett Revitalization Committee and Shawn Charters held meetings with business owners to discuss the marketing needs and trends for the community. In addition to these meetings hundreds of Business and Consumer Surveys were distributed and tabulated. Please see **Appendix I** for copies of the survey's along with tabulations. In addition to the survey's Dr. Dick Gardner recently prepared a Community Economic Profile for Gem County and can be found at **Appendix I**. The economic profile data and survey tabulations were integral in developing the Emmett Strategic Marketing Plan for the Downtown.

III. **Implementation:**

A. Action items/implementation time frame:

Please see the Re-Store Emmett the Emmett's Revitalization Committee's Downtown Strategic Plan included in **Appendix I**. This plan contains, goals, strategies, action items and implementation time frames. The plan also details both implemented elements and future elements of the overall plan.

B. Design professional plans:

The City applied for and received LHTAC funding for two blocks on West Main. Funding included engineering fees which were used to design and prepare bid specifications on those two blocks. The plan is to mirror the design on West Main to reflect the same on East Main. An RFP for Engineering Services was advertised and proposals received. Holladay Engineering was selected as the project engineer. The project manager appointed to this project is John Blom. Professional cost estimates and preliminary plans have been prepared, stamped and attached. In **Appendix J** you will find the first four pages of the Final Design Plans for West Main. The entire set of plans if available for your review upon your request.

C. Previous amounts accomplished:

The following has been completed in anticipation of this project:

- Revitalization Committee appointed.
- Funding is secured for West Main.
- Engineering services have been procured.
- Grant Administration Services has been procured.
- A Business Improvement District (BID) has been formed.
- A Slum and Blight Resolution has been passed.
- All matching funds are in place.
- Business & Consumer Surveys have been conducted.
- Focus groups / meetings conducted.
- Economic Profile Complete

IV. **Slum and Blight:**

A. Need and Impact:

1. Provide Resolution in **Appendix A**.

2. State in measurable terms how the slum and blight project will have an impact on the economic environment of your downtown area.

3. Relationship to overall (revitalization) plan. Scoring is based on information provided in Chapter 5. No action required.

This project will have a tremendous impact of the slum and blighted district of Downtown Emmett. Impediments such as deteriorated sidewalks, curb and gutters will be replaced. Handicapped accessible entrances to sidewalks will be constructed, decorative lighting will be installed. The City has adopted a theme that reflects the historic roots of the community. The lights and benches encourage pedestrians to visit the downtown core and spend their money. Community pride has already started to flourish. To date four different businesses have made major renovations to their buildings. A minimum of \$462,000 has been invested in the redevelopment area by private businesses.

V. Idaho Community Development Block Grant Project

A.-B. (Information will be used based on the budget sheet in Chapter 5.)

C. X Yes No. Check yes or no if you have a BID/LID. If yes provide documentation in appendix.

In 2009 the Businesses in the downtown area petitioned the City of Emmett to start a Business Improvement District in the Historic Downtown area. It was approved and currently a Board of Directors for the Business Improvement District is working on By Laws, a Mission Statement, a Budget etc. They will begin collecting assessments starting in January 2010. Assessments are based upon each business on Main Street and Washington Street paying \$25.00 per month, businesses on sidestreets and upper floors are to pay \$15.00 per month. The 18,100 in annual fees collected will be used to fund business-related activities and improvements that will benefit the businesses as well as maintain the improvements. By pooling private resources, business owners in the BID collectively pay for activities that they could not afford on an individual basis. Since the BID fee is not a tax they can consistently enact programs and activities without relying on scarce public funding. BID's are one of the most valuable and effective finance tools available to the small business community. Please see **Appendix H** for a copy of the resolution, district map and fee structure. It is planned that \$4,200 of the assessments each year will go toward hiring an events coordinator for the BID District.

D. Related Implementation Expenditures:

Amount spent on other implementation plan action items \$1,644,472. The total project cost is \$2,498,200. Of this amount \$1,215,200 is the value of implemented project items completed to date. That is 66% of the total project and does not include the private investment that has been made by local businesses. The implementation items area as follows:

Previous Expenditures

Theatre Remodel	\$ 15,000
Bridge to Island	\$ 220,000
Banners	\$ 4,200
Trash Cans/ Benches	\$ 6,000
Mayor's Park	\$ 150,000
Sign to Island	\$ 35,000
Parking Lot	\$ 15,000
Total	\$ 445,200

Phase I (West Main)

LHTAC	\$ 834,472
City Water Line Replacement	\$ 40,000
Total	\$ 770,000
TOTAL IMPLEMENTATION COSTS	\$1,644,472

- E. Long-term program involved: Describe how your community will use grant funds to leverage a payback mechanism for funds that will sustain downtown redevelopment.

The street and sidewalk improvements will be maintained by the City. The bridge to the Gem Island Sports Complex will be owned and maintained by Gem County. A Business Improvement District has been formed. Assessments collected from the businesses in the District will be used to Market and maintain the District. Marketing of the downtown will also continue to be conducted by CORE and the Gem County Chamber of Commerce in addition to the Events Coordinator.

XVII. CERTIFICATIONS

I certify the data in this application is true and correct, that this document has been duly authorized by the governing body of the City of Emmett and we will comply with the following laws and regulations if this application is approved and selected for funding.

- National Environmental Policy Act of 1969
- Civil Rights Act of 1964 Pub.L 88-352
- Civil Rights Act of 1968 Pub.L 90-284
- Age Discrimination Act of 1975
- Rehabilitation Act of 1973, Section 504
- Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended (49 CFR Part 24)
- Housing and Community Development Act of 1974, as amended Pub.L 93-383
- Davis-Bacon Act (40 USC 276a - 276a-5)
- Historic Preservation Act
- OMB Circular A-87, and ensure that sub-recipient complies with A-110 and A-122
- Section 106 of the Housing and Urban Recovery Act of 1983 certifying to:
 - Minimize displacement as a result of activities assisted with CDBG funds by following the Idaho Department of Commerce's anti-displacement and relocation assistance plan;
 - Conduct and administer its program in conformance with Title VI and Title VIII, and affirmatively further fair housing;
 - Provide opportunities for citizen participation comparable to the state's requirements (those described in Section 104(a) of the Act, as amended);
 - Not use assessments or fees to recover the capital costs of ICDBG funded public improvements from low and moderate income owner occupants;
 - Abide by all state and federal rules and regulations related to the implementation and management of federal grants;
 - Assess and implement an Accessibility Plan for persons with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973, as amended;
 - Adopt and implement an Excessive Force Policy;
 - Prohibition of Use of Assistance for Employment Relocation, Section 588 of the Disability Housing and work Responsibility Act of 1998 Pub. L 105-276.
 - Anti-Lobbying Certification: No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of, employee of a member of, officer of or employee of Congress in connection with the awarding of any federal contract, the making of any federal grant or loan, the entering into any cooperative agreement and the extension, renewal, modification or amendment of any federal contract, grant, loan or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of, employee of a member of, officer of or employee of Congress in connection with this federal grant, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Signed by Chief Elected Official

November 20, 2009

Date

William Butticci, Mayor

Typed Name

APPENDICIES

Appendix A – Slum and Blight Resolution and Documentation

Appendix B - Public Hearing Notice, Publication & Minutes of Public Hearing

Appendix C – RFP for Professional Services

Appendix D – Fair Housing Resolution

Appendix E – Project Maps / Site Photos / Plans

Appendix F – ITD (LHTC) Grant Agreements

Appendix G – Approved Plans West Main

Appendix H – BID Documents

Appendix I – Marketing Strategy, Survey's, Brochures and Articles

Appendix J – Cost Factors / Documentation of Match

Appendix K – Letters of Support